

Project EASIER Bulletin #2
May 5, 2006

SPRING DEADLINE

Spring File Deadline June 16, 2006

The deadline for certifying Spring Project EASIER files is June 16, 2006. If you are unable to meet the deadline, contact Coleen McClanahan at 515-281-7509 or coleen.mcclanahan@iowa.gov for the purpose of identifying the cause of the delay and for jointly developing a completion plan that includes a timeline. Timely completion of the spring reporting process has been given a high priority by the Department. Districts that do not meet the deadline and have not worked with Coleen will be contacted. Your cooperation and assistance in bringing this initiative to a timely closure will be appreciated.

FILE PROCESSING

File Upload Assistance

To facilitate timely completion of Project EASIER file processing and subsequent certification of the BEDS summary reports before summer recess begins for many local staff members involved in these activities, assistance is available. In lieu of uploading files and working through processing edit errors and warnings independently at the local building or district level, Project EASIER consultants will be available via the phone to walk local staff through this entire process. Complete and return the attached: **Request Form for Direct Assistance** if are interested in this assistance.

Explanation of Validation Errors and Warnings that Appear During File Processing

Go to <http://www.state.ia.us/educate/fis/pre/pe/sb05.html>, select Project EASIER Validation Error/Warning Directory Spring 2006.

TEST/PRODUCTION SITE DATES

Spring Application Test Site Closes May 10, 2006

The EDINFO Project EASIER Spring 2006 application will close for testing of spring files on May 10 rather than May 12.

Spring Application Production Site Opens May 15, 2006

The EDINFO Project EASIER Spring 2006 application will be in production beginning May 15. Reminder: Files cannot be uploaded until after the last day of school given that attendance data are required in this file.

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DATA ELEMENTS

Data Elements Required in the Spring File

Go to <http://www.state.ia.us/educate/fis/pre/pe/sb05.html>, select 2006 Data Element Information.

Data Element Clarification: Reason for Not Taking State Assessment

There has been some confusion about whether data are to be entered for students in all grades or only for those in grades four, eight, and eleven. This data element is to be completed for **all** students who were to take the state assessment (ITBS, ITED, Alternate Assessment) but did not.

**SOFTWARE VENDOR
CERTIFICATION**

Software Vendor Certification

Do you want to know if your software vendor's extract has been certified for spring reporting? Go to <http://www.state.ia.us/educate/fis/pre/pe/vendors.html>, select Certification Status.

**DATA CONFERENCE
HANDOUTS**

Data Conference Handouts

All of the handouts from the April 12 Data Conference have been posted at <http://www.state.ia.us/educate/fis/pre/pe/conference>, under the title, "2006 Data Conference Presentation Materials."